



Town of Chatham

Office of the Selectmen
Town Manager
549 Main Street
Chatham, MA 02633



Jill R. Goldsmith
TOWN MANAGER
jgoldsmith@chatham-ma.gov

MEMORANDUM

Tel: (508) 945-5105
Fax: (508) 945-3550
www.chatham-ma.gov

TO: Honorable Board of Selectmen

FROM: Jill R. Goldsmith, Town Manager

DATE: March 7, 2016 (for the BOS meeting of February 23, 2016)

SUBJECT: Town Manager's Report - Monthly Report of Department Heads January 2016.

TOWN MANAGER'S OFFICE: Submitted by Jill Goldsmith

Mission Statement: The Board of Selectmen and Town Manager provide executive leadership for the Town of Chatham. Together, we pursue collaborative processes, ethical, and professional procedures to insure that Town resources are directed to providing the best services possible to protect public safety, public assets and a special quality of life in Chatham.

Professional and Community Outreach	Meetings	Notes
Weekly Department Head and DH Regular Biweekly - Meetings	19	
Professional Meetings/Seminars/Conferences	2	MA Municipal Managers Association and MA Joint Labor Mgt Meeting
Meetings with Residents/Businesses	5	Airport, Skydiving, Downtown Parking, Chronicle Editor
Project/Issue Meetings	22	Airport, Annual Report, ATM preparations, Budget, Fire Station Project, Golf, Harwich Wastewater, Monomoy Finance Team, Nauset HCP, Performance Management, Personnel, Recruitment, Skydiving Hearing, Skydive RFP review
Public Records Requests	13	
Committee/Board Meetings Attended	4	BOS
Union Meetings/Negotiation Sessions	3	CMEA Unit A and Unit B
Town Counsel – On-site Office Hours	0	

COMMUNITY DEVELOPMENT DEPARTMENT: Submitted by Deanna Ruffer

On a daily basis the Chatham Community Development Department strives to provide courteous and responsive quality service to our valued customers by fostering a respectful and welcoming environment resulting in a positive experience for all by:

- *Listening to your concerns and providing accurate answers and information by responding in a friendly and thoughtful manner*
- *Being accountable for all we do, “not shutting the door and pulling down the blinds” recognizing that everyone’s needs are important*
- *Being the “helping hand” in making the permitting process easier and employing a collaborative approach to finding solutions on complex issues, enabling the successful completion of your projects*
- *Maintaining a commitment to transparency by responding to requests for information to the full extent of Massachusetts public meeting and records law*

And when we do need to say no, to do so in a manner that is informative and educational, explaining the regulatory basis for such decisions

BUILDING DIVISION

	Month	YTD	Ave/Mo	2015 Total	2015 Ave/Mo	% 2016/2015	\$Value YTD	\$Value 2014
Bldg Permits Issued								
New Dwellings	3	3	3	49	4	6%	\$1,225,000	\$37,807,112
Multi-family	-	-	-	-	-	-	-	-
Demolitions	-	-	-	39	3	-		
Residential Add/Renos	29	29	29	706	59	4%	\$2,560,349	\$44,212,586
Nonresidential Add/Renos	6	6	6	35	3	17%	\$267,636	\$2,848,276
Public Structures New & Alts/add	-	-	-	1	-	-	-	\$6,611,500
New Comm Structures	-	-	-	8	-	-	-	1,208,000
Total Building Permits Issued	38	38	38	838	70	5%	\$4,052,985	\$92,687,474
Average \$value/permit							\$106,658	\$110,606
Electrical Permits	70	70	70	789	66	9%		
Plumbing & Gas Permits	115	115	115	1110	93	10%		
Inspections								
Building	130	130	130	1642	137	8%		
Electrical	88	88	88	1000	83	9%		
Gas & Plumbing	146	146	146	1374	115	11%		
Total	346	346	346	4016	335	9%		

As is common for this time of year, several (6) permits were issued in January for commercial (nonresidential) additions and renovations. In January two of the town’s alternate inspectors, Peter Winkler, Alternate Wiring Inspector, and Jim Moynihan, Alternate Plumbing and Gas Inspector, assisted the Department due to absences resulting from an illness and, separately, a death in the family.

REGULATORY BOARDS

Historical Commission – There were **two** Historical Commission meetings in January 2015, although there were no formal applications before the Commission. The Commission reviewed ten applications for 2016 Preservation Awards, deeming one as incomplete and recommending it be resubmitted for consideration in 2017.

Historic Business District Commission (HBDC) – There were **two** HBDC meetings in January 2015. Actions by the Commission included endorsement of one administrative approval and six sign approvals.

HBDC	2013 Totals	2014 Totals	2015 Totals	Current Month							2016 Totals
# of mtgs held	23	26	22	2							2
				New Apps Heard	Cont Apps Heard	Approved	Denied	Continued	Withdrawn	Mo Totals	
Admin Approvals	--	--		1		1				1	1
Pre-apps	5	2	2	1						0	0
COAs	58	52	38	2		2				2	2
Signs	81	79	68	6		6				6	6
Total	144	133	108							0	0

Planning Board – There were **three** Planning Board meetings in January 2015; one special meeting and two regular business meetings. The Board completed their deliberations on proposed Conservancy & Flood Plain District bylaw amendments and finalized three warrant articles for 2016 Annual Town Meeting. The Board continued its work on proposed zoning bylaw amendments for the Route 28 corridor.

Planning Board	2013 Totals	2014 Totals	2015 Totals	Current Month							2016 Totals
# of mtgs held	24	27	28	3							3
				New Apps Heard	Cont Apps Heard	Approved	Denied	Continued	Withdrawn	Mo Totals	
Subdivision											
ANR	8	11	5	1		1				1	1
Prelim	0	1	2	1		1				1	1
Defin	2	2	3							0	0
Site Plans											
pre-apps	9	16	7							0	0
formal	8	16	6	1		1				1	1
amend/chg use	8	9	15	2		2				2	2
satisf.of conditions	--	--								0	0
Special Permits	0	0	0							0	0

ZBA Recom	9	6	4							0	0
Bond Reduct/CoC	14	13	19	1				1		1	1
Total	58	74	61							0	0

Zoning Board of Appeals (ZBA) – There were **two** ZBA meetings in January 2015. Of note, in January in an effort to settle a pending appeal, the ZBA was asked to consider rescinding its 2013 denial of an abutter's request for Building Commissioner enforcement action at 693 Orleans Road based on its mootness at this point in time. The Board voted in the negative. In addition, one of the special permits granted in January also included a request for a variance. The variance was also approved.

ZBA	2013 Totals	2014 Totals	2015 Totals	Current Month							2016 Totals
# of mtgs held	22	25	23	2							2
				New Apps Heard	Cont Apps Heard	Approved	Denied	Continued	Withdrawn	Mo Totals	
Special Permits	95	77	74	7		5		2		7	7
Amendments	3	14	13							0	0
Variances	1	3	6	1			1			1	1
Sign Permits	8	10	6							0	0
Appeals of ZEO	1	0	0							0	0
40B	1	1	0							0	0
Total	109	105	99	8	0	5	1	2	0	8	8

PLANNING DIVISION

During the month of January 2015, staff assisted the following advisory committees with their activities:

AFFORDABLE HOUSING COMMITTEE: The Affordable Housing Committee met on January 5th to review the draft RFP for the 11 George Ryder South property. Due to a lack of quorum, the committee postponed action until their February meeting. The Committee convened a special meeting on January 12th to make a formal recommendation on an application for funding to the Community Preservation Committee.

BIKEWAYS COMMITTEE: The Committee discussed the following topics at their January meeting:

- Inventory of Kiosks (location, condition of kiosk, size)
- Signage and trail map updates (with the map updates completed by the department during the month)

COMMITTEE FOR THE DISABLED: The Committee did not meet in January.

ECONOMIC DEVELOPMENT COMMITTEE: The Committee's efforts in January focused on finalizing their recommendation to the Board of Selectmen regarding the importance of strengthening the shoulder season through targeted events and activities and identifying ways the town could support these efforts.

During January Kristen Caruso, GIS Planner, continued the ongoing efforts to update the master address list and also provided mapping support to the:

- Planning Board: on the Route 28 Land Use Implementation project and Flood Plain and Conservancy District bylaw amendments;
- Coastal Resources: mapping buffer zones for Oyster and Crows Pond and preparing maps in support of the proposal to reinstall beach access at Water Street.
- Building Department: creating a map layer and associated information for residences on emergency and daily call lists showing location of structure vents for use by emergency response personnel. This effort has been expanded to include the Health Agent and the compilation of additional data and information with the goal of creating one shared tracking system and map layer for residents on the Reassurance List and Special Assistance List.
- Natural Resources/Sewer Infrastructure: coordinating the future management of the sewer infrastructure GIS layers and attributes with the consulting firm responsible for creating this layer.

COUNCIL ON AGING: Submitted by Amanda Speakman

Established in 1974, the Chatham Council on Aging (COA) is your local community resource for older persons and their caregivers. The COA identifies the needs of seniors in the community and works toward developing, coordinating and promoting programs and services to meet these needs. Our mission is to enhance the dignity, support the independence and promote the general health and wellbeing of Chatham's older adults.

Community Needs Assessment: The information gathered and input received throughout the CNA process is being synthesized into what will become the final report. Dr. Jan Mutchler, UMASS Gerontology Institute, will provide an in-person presentation based on the report findings, tentatively scheduled for a Board of Selectmen's meeting at the end of March. At that time written copies and electronic (pdf) version of the report will be available to the public. Following the release of the final report, a community forum will be scheduled at which the UMASS Gerontology Institute will be on hand to discuss the results with all interested.

Outreach highlights: **Mental Health:** Mental health behaviors and interactions with COA employees create a complicated work environment. Discussions with Public Safety and COA staff have focused on safety as well as presenting a reciprocal opportunity for training staff and volunteers. Based on the number of referrals and Outreach calls we receive from the residents and concerned community members, there seems to be a deficiency of mental health clinicians and services available to long term mentally ill older residents. This is an unmet need here and throughout the entire Cape & Islands region. **Fuel Assistance:** The August program during which

a Certifier from South Shore Community Action Council (SSCAC) met with 14 of our oldest residents to pre-certify their applications in an effort to expedite their fuel assistance applications served the community well as SSCAC is now experiencing 6 week back log. At this time, we have not experienced a high demand in FA requests to date. We will continue to work to refine this, creating a model for operating the FA program that can expand to accommodate the increasing population of seniors that will require FA in the near future.

Programming highlights: Free Alzheimer's Family Caregiver Support Center Memory Screening; Free Women's Club of Chatham sponsored Game Party; Free Movie Mondays; iPad 301-Follow up and Refresh; COA Monday Café and Soup To Go; Monthly Birthday Party; Senior Day at Whole Foods and Trader Joes; Day Trip: Tour of Barnstable County Courthouse and Lunch at Grumpys

Metrics:

Category	January 2016	FY 2016 to date
Outreach*	Active Clients: 52 • Age > 85: 15 • Age 75-84: 21	Active Clients: 310 • Age > 85: 110 • Age 75-84: 99
Program Attendance	Participants: 203 Units of attendance: 820	Participants: 748 Units of attendance: 6186
Transportation	Clients: 37 One-way rides: 314	Clients: 94 One-way rides: 2416
Volunteer Management	Volunteers: 20 Hours of Service: 270	Volunteers: 42 Hours of Service: 2766

*Please note: Active Outreach clients do not include clients who received services but did not meet the minimum 3 points of contact or experience a noteworthy critical event requiring a file be opened.

FINANCE DEPARTMENT: Submitted by Alexandra H. Heilala

The Town of Chatham Finance Department will listen carefully and completely to our customers request for service and view their needs with importance and responsiveness while using the opportunity to foster positive relationships.

January keeps the Accounting Office busy with the preparation of the W2-s and 1099 forms that must be issued before the end of the month. We processed 298 W2-s for employees in 2015; this includes seasonal and part-time employees. The Accounting Office reviewed the vendor report and mailed 1099s to 94 recipients. We also compiled the information for the Annual Town Report for 2015.

In addition to attending the Massachusetts Municipal Association Annual Convention in Boston, the Finance Director attended the following:

Meetings in January:

Board of Selectmen	3
Cemetery Commission	1
Community Preservation	2
Finance Committee	2
Monomoy Finance Team	1

Accounting		Jan 2015	Jan 2015	YTD FY2016	YTD FY2015
1	Invoices Processed	721	767	5,975	5,509

Treasurer/Collector

The Treasurer/Collector's office continues to pursue outstanding tax title accounts, and a review of taxpayers who are in payment plans was reviewed. The office continues to assist taxpayers to resolve outstanding taxes through payment plans that are manageable, yet provide for a reduction in principal. There was one tax title property that paid the outstanding balance of \$4,442 plus interest. The balance is \$656,434.96 in outstanding tax and \$553,238.42 in interest and fees.

Louise Redfield, Treasurer/Collector, retired in January after twenty years of service with the Town. We thank Louise for her service and dedication to the Town of Chatham.

Assessors

Assessor		January 2016	January 2015
1	RE Abatements Processed		20
2	PP Abatements Process		4
3	MV Abatements Processed		3
4	Boat Abatements Processed		125
5	Boat Excise Commitment	1	1
6	Betterment Payoffs		0
7	MV Commitments		0
8	Certified Abutter's Lists	30	23

- Updating database with address changes and current owners per list from Barnstable county registry of deeds.
- Prepare end of month reports for Accountant Office
 - Motor Vehicle abatements/commitments
 - Boat abatements
 - Betterments
 - Exemptions
- Scheduled and Prepared Meeting Agenda for January 27 Board of Assessors meeting

- Reserve Conference Room A with Shanna for meeting
- Post Agenda's online for meeting
- Prepared Meeting Minute for meeting
- Post approved minutes online
- Prepare necessary paperwork for Board to Sign

IT Department

There were a number of new computer set ups in the month of January. There were also issues with Vadar, the accounting software. An update was made to the system in January.

The e-mail and voicemail systems were transitioned to the County Server.

Channel 18 Highlights

In January, 46 meetings were archived to the website, 14 of which were cablecast live and recorded for playback on the Channel. Chatham Today was shot at the Town Offices Annex. The video is available online at youtube.com/chathamtoday.

FIRE RESCUE/EMS DEPARTMENT: Submitted by Chief Michael Ambriscoe

Answering the Call, Making a Difference, Protection and Service through EXCELLENCE!

Below is the monthly activity report for the fire department. The fire department responded to 198 emergency incidents in the month of January. The ambulance transported 68 patients and received \$37,681.64 in revenue. Fire inspections and permits generated \$1,495.00 in revenue. Total revenue collected in December is \$39,176.

			Month		Year to Date	
Dept	Indicator		January 2016	January 2015	2016	2015
Fire Rescue/EMS	Fire Suppression/ EMS					
	1	Emergency Incidents	198	213	198	213
	2	Ambulance Transports	68	74	68	74
	3	Ambulance Receipts	\$39,681.64	\$60,542.68	\$39,681.64	\$60,542.68
	4	Firefighter Injuries	0	3	0	3
	5	Civilian Injuries	0	1	0	1
	6	Mutual Aid Given	2	0	2	0
	7	Mutual Aid Received	2	4	2	4
	Fire Prevention/ Code Enforcement					
	1	Inspections	18	23	18	23
	2	Plan Review	20	30	20	30
	3	Permits	44	67	44	67
	4	Fire Prevention Revenue	\$1,495.00	\$1,905.00	\$1,495	\$1,905.00

There was a total of 62 hours of firefighting training for all members of the fire department. There was an additional 240 hours of EMS training as the department is recertifying paramedics and EMTs.

HUMAN RESOURCES DEPARTMENT: Submitted by Gerry Panuczak

Assimilate best practices to balance management, employees, and taxpayers points of view in the creation of that environment.

The process established in the Town Home Rule Charter was followed for the appointment of a Department Head, and the appointment of a candidate of choice, Thomas Temple, was extended for the Department of Public Works Director position. Mr. Temple started on February 8, 2016. The Town received thirteen candidate applications during the open period, of which four candidates were interviewed. The interview panel consisted of both internal and external resources.

Jon Nahas was chosen as candidate of choice for the Assessing Clerk/Field Technician position in the Assessing Division. Mr. Nahas started on February 1, 2016. Marissa McKenna was chosen as candidate of choice for the Assistant Treasurer/Collector position in the Treasurer's Division. Ms. McKenna will start on February 22, 2016.

Shawn Grunwald was chosen as candidate of choice for the Council on Aging Secretary position in the Council on Aging Division. Ms. Grunwald will start on February 22, 2016.

Patrick Roberge and Colleen Phelan were appointed in January 2016 to Fire Recruit Corps. This will allow these individuals to attend required training in order to be available as Call Firefighters when completed.

Applications are being received for the Lead Custodian, Collections Assistant, Plumbing and Gas Inspector, Assistant Department of Public Works Superintendent, Parking Clerk, and Police Dispatcher positions that are currently vacant.

Interviews were conducted for the Police Dispatcher position in January 2016, and background checks are currently being conducted. It is expected that interviews will be conducted for the other open positions in February, 2016.

Initial projections were reviewed by the Cape Cod Municipal Health Group Steering Committee for Fiscal 2017 health insurance rates during January, 2016. The projections were in the 10% increase range, which is better than the overall health care market which is experiencing a 12% to 15% increase. The full Cape Cod Municipal Health Group Board will meet on February 10, 2016 to officially set the rates for Fiscal 2017.

Bargaining continued for a successor agreement with the Chatham Municipal Association, Unit A, and an initial agreement with the Chatham Municipal Employees Association, Unit B. Additional bargaining sessions have been scheduled for February, 2016 for both units.

Category	January 2015	January 2016
Number of Open Regular Positions	6	11
Number of Regular New Hires	0	4
Number of Open Seasonal and Intermittent Open Positions	1	2
Number of Seasonal and Intermittent New Hires	0	2

Human Services Committee

Representatives from the committee presented the initial recommendations for Fiscal 2017 grants to funded agencies to the Board of Selectmen on January 11, 2016. The requests included an increase from \$215,350.00 to \$271,025.00, or 25.9%. This also included initial funding requests for three new agencies. There was support of the agency requests as presented for Fiscal 2017. The committee will revisit its list of projects to be worked on during calendar 2016 during February 2016, and prioritize them at its regularly scheduled meeting.

NATURAL RESOURCES: Submitted by Dr. Robert Duncanson

We are committed to maintaining the health and welfare of the citizens of Chatham while preserving, and enhancing where possible, Chatham's unique natural environment within the confines of state and town regulations, codes, and policies and will endeavor to administer these rules in a fair and impartial manner.

CONSERVATION DIVISION

Conservation Commission / Regulatory Responsibilities

The Conservation Commission held **4 meetings**.

New Applications received in the month compared to previous years:

APPLICATION	January 2016	January 2015	YEAR TO DATE 2016	YEAR TO DATE 2015
Notice of Intent	7	7	7	7
Request for Determination	4	1	4	4
Request to Amend an Order	0	0	0	0
Admin Reviews	6	5	6	5
TOTAL RECEIPTS	\$2817.50	\$4320.00	2817.50	4320.00

- **Appeals:** Three appeals continue in the DEP process. **#197 Strong Island Road:** in this case the Commission denied the application for a new pier. The applicant has appealed to MA DEP; **#498 Shore Road:** in this case the Commission approved a rock revetment

for a post-1978 dwelling and MA DEP intervened. It is currently in the DEP adjudicatory hearing process; and **Lot B2 Wilfred Road**: in late September the Commission denied the application to construct a new single family home on the shore of Emery pond. The applicant has filed an appeal with the DEP; DEP issued a Superseding Order of Conditions under the state Wetlands Protection Act; appeal still pending under local Bylaw.

- **New Appeal** filed by abutter to proposed revetment at **42 Harbor View Lane**. The Commission approved the project; abutter was unhappy with the design. Applicant is continuing to work with the abutter to develop a new plan. Commission accepted Request for Amendment from applicant to extend revetment onto abutter's property; application filed February 7, 2016. Appeal may be settled following hearing to approve extension of revetment onto adjacent property.
- **Enforcement Actions**- Progress toward compliance involving several enforcement actions continues, including 155 Mill Creek Rd and 145 Pine Knoll Rd. In both cases the applicants have hired consultants to develop restoration plans. One new Enforcement action **27 Tilipi Road**; applicant is working with the Commission to resolve.
- **Field Work and Administrative Work** – Work load continues to be voluminous and steady. Staff conducted on-site meetings with applicants and contractors prior to work start; staff conducted pre-application meetings to help engineers, representatives, etc., to develop more complete initial applications; conducted inspections for Certificates of Compliance; followed up on violation matters which included on-site investigations; met with applicants and contractors regarding proposed and ongoing projects; reviewed building permit applications relevant to our jurisdiction prior to issuance; issued comments from the Commission to the Zoning Board of Appeals; reviewed projects for the Commission and developed agenda action sheets for Commission meetings and hearings; office coverage as needed. Work session minutes are being completed by a part-time recording secretary.

HEALTH DIVISION

The following items and activities were conducted during the month by Health Department staff:

- Health Agent/Secretary: Work on People Form food establishment applications for licensing and attend meetings to work on People Forms program. Continue to work on Accela issues. Work on initiating permit renewals for 2016 and processing renewals for licenses with People Forms and Accela.
- Secretary/Health Agent: Process sewer connection orders for properties adjacent to the new municipal sewer. Data input to GIS tracking system (People Forms) as orders processed. Review of connection applications and septic abandonment applications.
- Secretary: Research septic records and copy plans re: sewer project
- Secretary: Assist in scheduling routine and business inspections.
- Health Agent: Annual and routine inspections/re-inspections.

- Health Agent: Routine field inspections of septic system installations, test holes and percolation test.
- Health Agent: Engineer, Business and homeowner's conferences as requested.
- Health Agent: Review hearing applications and prepare staff reports for Board of Health.
- Health Agent: Meet with ChathamRecycles members to design recycling pamphlet for distribution
- Health Agent: Meet with Elder Work Group and Barnstable County Contract Nurses to discuss GIS tracking plans for emergency management plans.
- Health Agent: Work on Comprehensive Emergency Plan with Emergency Management Director and Americorp volunteer.
- Health Agent: Contact residents in violation of IA system testing and maintenance requirements, in conjunction with Barnstable County Health Department.

Board of Health:

- January 4, 25
- Hearings/Discussions: 13 including variances and sewer connection extension requests.

Health Division/Indicator	January 2016	January 2015	YTD 2016	YTD 2015
PERMITS ISSUED:				
Disposal Works Construction	9	9	9	9
Food Handler's	16	18	16	18
Motel/Cottage	0	0	0	0
Room Inspection	0	2	0	2
Swimming Pool/Hot Tubs	0	2	0	2
Tobacco Sales	0	2	0	2
Stable/Animal Keeping	0	6	0	6
Septic Installers	24	11	24	11
Septage Haulers	8	7	8	7
Rubbish Haulers	2	1	2	1
Recreational Camps	0	0	0	0
Well Construction	0	1	0	1
Well Destruction	0	0	0	0
Scallop Shanty	1	0	1	0
Septic Abandonment	3	3	3	3
Total Permits	63	62	63	62
Inspections:				
Restaurant/Food Inspections	1	2	1	2
Septic Inspections	8	13	8	13
Housing Inspections	0	1	0	1
Room Inspections	0	0	0	0

Complaint Inspections	1	2	1	2
Test Holes	4	4	4	4
Pool Inspection	0	0	0	0
Total Inspections	14	22	14	22
Review s/Comments:				
Board of Health Variance Reviews	3	4	3	4
Swimming Pool Plan Reviews	0	0	0	0
Zoning Board of Appeals Comments	8	7	8	7
Building Dept. Permit Reviews	19	22	19	22
Planning Board Comments	1	1	1	1
Board of Selectmen Comments	2	0	2	0
Sewer Connection Permit Reviews	6	9	6	9
Sewer Connection Orders Sent	4	36	4	36
Sewer Connection Time Extensions	1	42	1	42
Sewer Connection Orders Rescinded	1	2	1	2
Real Est. Transfer Report Reviews	12	11	12	11
Total Reviews/Comments	57	134	57	134
Total Receipts:	\$9,340.00	\$ 7,850.00	\$9,340.00	\$ 7,850.00

COASTAL RESOURCES

Project Planning/Coordination

- Old Mill Boat Yard Pier Reconfiguration - Contract documents have been received from the Seaport Council. Documents are being reviewed prior to signature and should be returned in early February. Staff met with the engineer to further review plans and details of design.
- Pleasant Bay ACEC dredging - Public Notice for Chapt 91 permit has been advertised. Awaiting further review/comment from regulatory agencies.
- Mitchell River Bridge - Most of the synthetic fendering system has been installed. Excavation has begun on the eastern abutment. Piles for the final pile cap have been driven and work beginning on concrete forms for the concrete cap.
- 90 Bridge Street Waterfront Property - Met with engineer to review minor design change to complete project. Cost proposal from contractor was received to accomplish the changes. Work should progress and be completed in February. Feasibility study has not initiated since full and final costs of pier are uncertain. Selectmen have endorsed recommendation of the Waterways Advisory and South Coastal Harbor Plan Committees to demolish the larger of the two buildings. Application for demolition to be filed with HBDC.
- Battlefield Landing and Road Drainage - Engineer has indicated the final plans should be completed by end January/early February.
- Water Street East Access Stairs - Traffic Safety Committee met to discuss safety measures proposed by the Town. TSC supports the Town's position for improved

signage with no initial changes to road widening or parking restrictions until need has been identified based on actual use of the stairs.

- Corps of Engineers Stage Harbor Dredge Disposal Study (Sect 204) - No significant action by the Corps pending additional funding.
- Fish Pier Repairs/Renovations - Met with PARE Corporation engineer who is conducting the site condition assessment. They have indicated renewed effort to complete the report. Staff met to review potential zoning triggers associated with the parking area expansion. An article will be included in the Town Meeting warrant to re-zone the parking easement as “municipal”.
- Aunt Lydia’s Cove Dredging - Waiting for a survey of the mooring basin by the county dredge. Survey of south jog has been completed and awaiting the results.

Ongoing Administrative Activities

- Finalizing submittal to FEMA for reimbursement of expenses for damages associated with January 2015 blizzard and coastal storm.
- Provided various comment letters for Conservation Commission regarding erosion protection projects.
- Mobilized as MA Coastal Storm Team member to assess damages from nor’easter on Jan 23. Damages were minimal.
- Coordinated use of Strong Island Landing as access for revetment and nourishment work for Eastward Ho.
- Met with representatives of the Muddy Creek bridge project to discuss use of excavated material as beach nourishment.
- Met with Community Development staff to review potential zoning issues with proposed haul-out activities at Ryder’s Cove and expansion of the Fish Pier parking lot.
- Met with Community Development staff and chair of South Coastal Harbor Plan Committee to review Planning Board recommendations for changes to zoning bylaws related to flood plain development.
- Provided Coastal Resources annual report write-up and coordinated and reviewed annual reports of other advisory committees

Other Meetings

- Attended regular meetings with the Waterways Advisory Committee, South Coastal Harbor Plan Committee and Pleasant Bay Coastal Work Group
- Attended Progress meeting with MassDOT for Mitchell River Bridge and attended onsite meetings with MassDOT.
- Attended on-site meeting and follow-up discussion with Traffic Safety Committee regarding Water Street stair project.
- Attended FinCom meeting in support of the Fish Pier budget requests.

SHELLFISH

The weather was more accommodating for harvesters in January compared to the brutal weather of January 2015. Most of the commercial product landed was harvested on the near-

shore flats as very few ventured to the Southway. Muddy Creek opened to shellfishing on January 11, but was quickly closed under an Emergency Management Closure on the 14th due to a large set of undersized soft-shell clams. We will continue to monitor the area, and if the set experiences a growth spurt prior to its official closure on June 1, we will lift the closure and notify the public.

A number of recreational harvesters braved the elements in search of quahogs, oysters and soft-shell clams landing an estimated wholesale value of \$5,000. The temperature rule was in affect for 5 full days and 4 partial days.

Estimated Wholesale Value of Commercial Shellfishing Fleet					
Year to Date 2015					
	January		Total		
Soft Shell	\$22,200		\$22,200		
Quahogs	\$12,000		\$12,000		
Mussels			\$0		
Razor Clams			\$0		
Scallops			\$0		
Monthly T	\$34,200				
Y-T-D Total	\$34,200				
				Month to Month Comparison	
				14-Jan	15-Jan
Total Estimated Wholsale					
Value of Comerical Landings			\$17,050	\$34,200	
Shellfish Violations			0	0	
Citation paid if full				\$150.00	
Shellfish Permits Issued			Res	Sen	Res
				1	3
Value of Permits Issued			General	\$11.25	\$78.75
			Revolving	\$3.75	\$26.25
			Total	\$15.00	\$105.00
				\$200.00	

We are still working on getting a weather station to upload real-time information onto the web (Underground Weather) as a convenience to all harvesters, though we encountered some minor hurdles. Both Craig Rowe and Jim Cuddy of IT have been helpful and patient.

The Department received another “donation” from our now former neighbors, Aquacultural Research Corp. (ARC). They had approximately 3,000 seed quahogs left over as they dismantled the upwelling facility at Stage Harbor Yacht Club. The Shellfish Department has benefited from our close proximity to ARC over the years by getting the earliest seed, numerous seed

donations, and most importantly, Dick Krauss's knowledge and advice as one of the industry's most versed and experienced growers. They will be missed.

Department Activities:

- Daily patrols
- Daily oversight of landed catch; commercial/recreational
- Monitored Blue Flag (temperature rule)
- Annual Town report
- Annual Propagation report (in progress)
- Placed 2016 seed order with ARC and Barnstable County Extension
- Clean and repair propagation gear
- Construct new float bags
- Winterize propagation boat
- Attended:
 - Milford Lab Aquaculture Seminar: THE annual shellfish conference in the Northeast with the latest in scientific research and projects.
 - MA Shellfish Officers Association Board of Directors meeting
 - AmeriCorps Cape Cod Advisory Board meeting
 - Retirement for Bill Clark Director of Cape Cod Cooperative Extension: in appreciation of his service to all the Towns of Cape Cod.
- Answered continued questions of mussel and mussel harvest: Libby Herland, USFWS Shellfish Advisory Committee
- January 14, 2015
 - Introduction of new Conservation Agent, Paul Wightman
 - Review of SAC Annual report: accepted
 - Review fishing fleet winter haul-out at Old Mill and Ryder's Cove: Stu Smith: supported
 - Review letter to Conservation Commission: proposed revetment 520 Shore Rd
 - Letter of support re: No Parking Sign, Morris Island Rd
- January 27, 2015
 - Shellfish Festival update
 - Mussel depredation: no action
 - Review propose revetment: 197 Strong Is Rd and 42 Harbor View Lane
 - SAC revised Mission Statement: accepted
 - Review Shellfish Regulation amendments:
 - Change of oyster season opening: unanimous approval
 - Prohibition of marsh grass disturbance: Unanimous approval
 - Written permission required for any scientific shellfish studies: 5 support/1 abstain
 - Review the use of speed racks: no action

HARBORMASTER DIVISION

January was a fairly mild month with the exception of Winter Storm Jonas. The large majority of boats are out of the water and attention turned towards maintenance, repair, and administrative tasks.

The H-26 patrol boat was launched on the Stage Harbor side and will serve as our winter response boat for the Nantucket Sound side of our area. The H-24 was hauled and winter maintenance performed to the engine, and vessel shrink wrapped for the winter. The closed loop pressure wash system was winterized following minor maintenance and repairs.

Winter Storm Jonas brought strong winds and a couple of higher tides but only about four inches of snow to Chatham. As a whole, we fared well with no reported damage to our waterfront facilities. The remaining dinghy floats at the north jog of the Municipal Fish Pier were removed ahead of the storm and they will be moved to Ryder's Cove and hauled out for the winter.

The Harbormaster has been engaged with the Waterway's Committee on several key topics including proposed regulatory changes for water skiing in Oyster and Crow's Ponds. Large Commercial boat storage at Ryder's Cove has been another issue discussed and that proposal has garnered approval with the Waterway's and ShellFish Advisory Committee's.

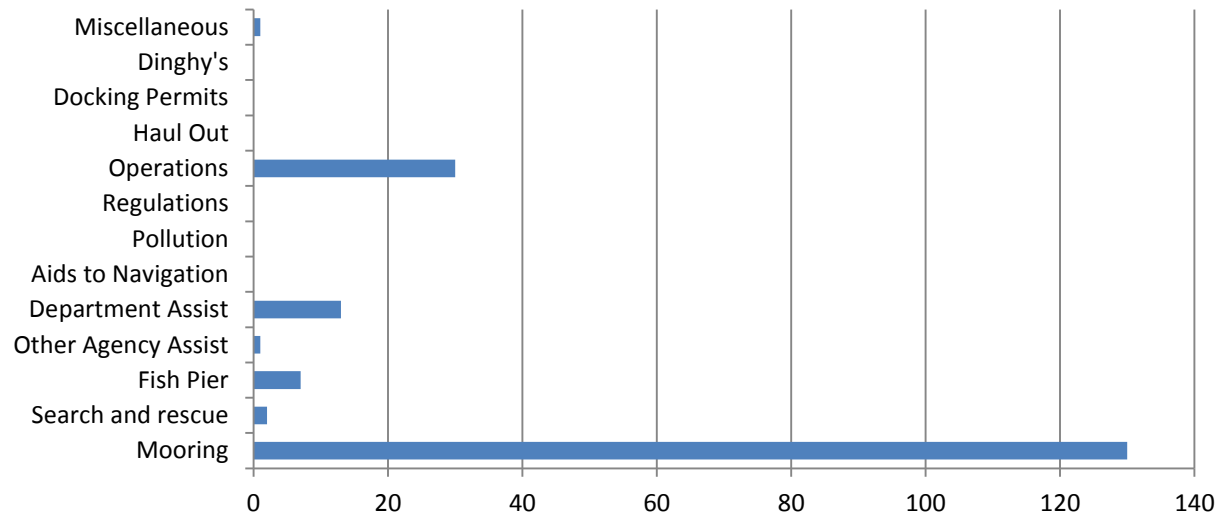
We have had several meetings with Pare Engineering in regards to their survey of the Municipal Fish Pier. We have also met with Bennet Environmental Associates and P.M. Environmental to discuss the underground storage tank fuel inspections required every three years.

As stated in previous monthly reports, we are continuing to work with the Vendor on fixes to the on-line mooring system. The town is close to activating the on-line renewal system and will follow-up with mailing permit and waitlist renewals to those who haven't renewed on-line. This year only, the due dates will be extended as a result of the later than usual mailings. Customers may renew their waitlist or mooring permit renewals in person at our office during normal business hours. If anyone has any questions they can reach the Harbormaster's Office at 508-945-5185.

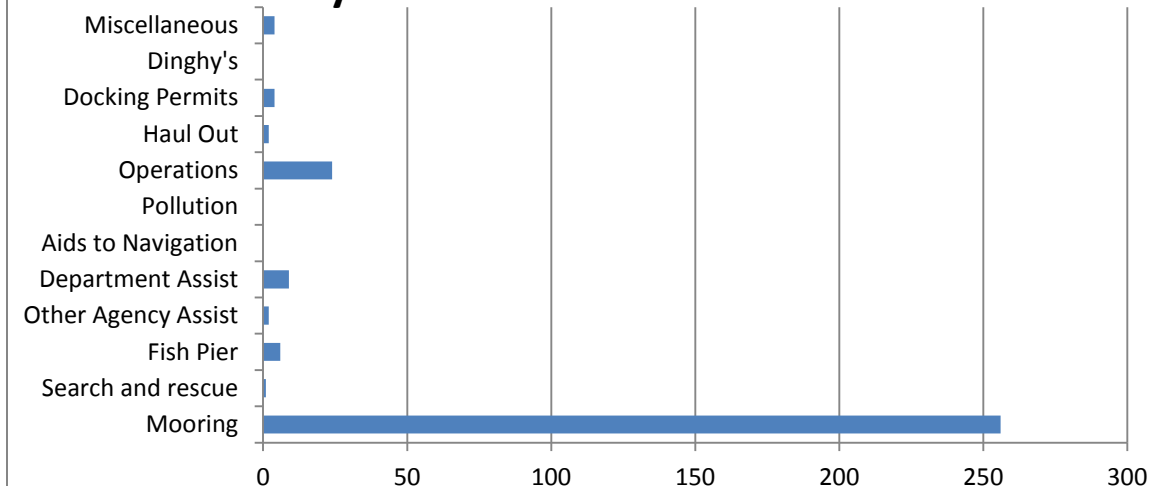
HARBORMASTER DIVISION	JAN 2015	JAN 2016	YTD 2015	YTD 2016
MARITIME ASSISTANCE CASES				
TOWS (DISABLED BOATS)	0	0	0	0
GROUNDINGS	0	0	0	0
DEWATERING	0	0	0	0
MISC. BOAT ASSIST	2	1	2	1
C.G./AGENCY ASSIST	0	0	0	0
CAPSIZED BOAT/SALVAGE	0	0	0	0
MEDICAL	0	0	0	0
P.I.W.	0	0	0	0
POLLUTION	0	0	0	0
KAYAK/WATERCRAFT ASSIST	0	0	0	0

BOAT FIRE	0	0	0	0
TRANSPORT	0	0	0	0

January 2015 Harbormaster Call Breakdown



January 2016 Harbormaster Call Breakdown



WATER QUALITY LABORATORY

- Continued relocation/setup of laboratory facilities into new laboratory in wastewater treatment facility Operations Building.
- Analyzed multiple water samples for process control from wells and throughout the distribution system for the Water Department.

STICKER (PERMIT) OFFICE

The Sticker Office opened for the 2015 season in mid-April. The Office is remaining open Monday to Friday from 10 AM to 2 PM through the off-season. 2015-2016 applications are available on the town's website at: http://www.chatham-ma.gov/Public_Documents/ChathamMA_Permits/index. North Beach ORV stickers are also available by mail or walk in.

During the month following stickers/permits were sold:

	January 2016	January 2015	2016 Year to Date	2015 Year to Date
New Recycle Sticker	11	9	11	9
New Combo Sticker	0	0	0	0
New Transfer Station Only	2	6	2	6
New Beach Only	0	0	0	0
New Family Resident Shellfish*	4	0	4	0
New Family Non-Resident Shellfish	2	0	2	0
New Commercial Shellfish**	0	0	0	0
Replacement Stickers – all types	21	18	21	18
North Beach ORV	1	0	1	0
Revenue for Month	\$590	\$516	\$590	\$516

*Includes Senior. ** Includes Senior and Junior (commercial only available April & May).

WASTEWATER PROJECT

- **Phase 1A.** Sewer connections. Following a Board of Health vote mandatory connection orders are being issued. There are approximately 350 properties in the Phase 1A area.
 - Connection Orders Issued in January: 4
 - Connection Orders Issued to date 2016: 4
 - Connection Orders Issued in 2015: 36
 - Connection Orders Issued in 2014: 243
 - Connection Orders Rescinded to date: 31*
 - Connection Order Time Extensions in January: 1
 - Connection Order Time Extensions to date 2016: 1
 - Connection Order Time Extensions in 2015: 42
 - Applications Filed: 21
 - Approval Pending (applications under review): 55
 - Permits Issued (awaiting installation): 37
 - Install Complete (property connected to sewer), since 1/1/2013: 205
(*corner lots, adjacent street access, private road issue.)
- **Phase 1B.** Construction complete.
- **Phase 1C-1.**
 - Project close-out
- **Phase 1C-2-5**
 - Monthly Progress Meeting with Engineer

- **General**
 - Meeting with Engineer and Community Development/GIS staff regarding ongoing integration of wastewater data/maps
 - Updated wastewater project webpage on town website as needed
 - Numerous interactions (phone/in-person) with local residents regarding wastewater program questions/topics/issues
 - Ongoing dissemination of information on the Barnstable County Community Septic Management Loan Program, this program provides low interest loans for septic system replacement/upgrade and sewer connections. Information is available at: <http://www.barnstablecountysepticloan.org/>

TOWN/OTHER PROJECTS

Director of Natural Resources activities included the following areas, in addition to wastewater project activities above:

- Weekly Department Head meetings
- Bi-weekly meetings with Town manager
- Regular meetings with Natural Resources Division Managers
- Participated in meeting of Water & Sewer Advisory Committee
- On-site with Contractor at Muddy Creek Restoration Bridge Project
- Meeting with staff and Engineer to discuss ongoing Bridge St. property pier re-construction
- Interviews for Health Inspector/Assistant Conservation Agent position
- Conference call regarding Monomoy CCP
- Twice monthly Muddy Creek Restoration Bridge Project Team Meetings
- Staff on-site relative to improvements for Town Office parking lot and Information booth
- Meeting with DPW Director candidate
- Multiple meetings relative to on-line mooring permit process/procedures
- Meeting with DPW staff relative to Habitat for Humanity water easement and water service to EPA BMP project site
- Meeting with Orleans to discuss ongoing efforts related to Pleasant bay watershed initiative
- Meeting with Community Development relative to Fish Pier and Ryders Cove projects zoning issues
- Meeting with DPW and OPM regarding Water Treatment Plant cost issues
- Pre-construction meeting with MADOT for Muddy Creek Restoration Bridge Project
- Conference call with Counsel and Community Development regarding Fish Pier zoning issue
- Staff meeting regarding Fish Pier engineering evaluation
- Provided Finance Committee with tours of Fish Pier and Wastewater Treatment Facility for overall condition update
- Participated in meeting of Waterways Advisory Committee
- Prepared and submitted multiple articles for Annual Town Meeting

- Meetings with local attorneys regarding drainage, town access project
- Attended FY17 Budget Presentation
- Meetings with IT Department regarding Sticker Office and Mooring Program computerization efforts
- Meeting with new member of Finance Committee to provide update on various town projects
- Presentation to Board of Health on municipal water consumption
- Staff meeting to discuss proposed Intermunicipal meeting with Harwich on wastewater
- Meeting with Harwich to discuss proposed Intermunicipal Agreement on wastewater
- Selectmen Executive Session
- Participated in Pleasant Bay Alliance Watershed Workgroup meeting
- Participated in Cape Cod Commission meeting on regional sludge and septage management needs
- Meeting with Conservation Commission representatives regarding records computerization
- Senior staff meeting with TM regarding FY17 water capital needs
- Chaired meeting of Barnstable County Coastal Resources Committee and Ad-hoc Cape Stormwater Managers group
- Meeting with TM and Orleans reps regarding Nauset Beach bird management
- Management oversight of Department Divisions and ongoing interactions with staff
- Prepared and submitted comments to Planning Board and DPW on pending projects
- Compiled and submitted monthly Department activities report
- Attended/presented at Board of Selectmen meeting(s) on variety of topics

PARKS & RECREATION: Submitted by Dan Tobin

Creating lasting memories and community through people, programs, parks and beaches with integrity and excellence.

Youth Sports/programs – Sue Winkfield

- Youth Basketball games began for grades 3-6.
Our enrollment numbers are:
 - 3/4 Girls = 22; last year = 7
 - 3/4 Boys = 24; last year = 16
 - 5/6 Girls = 10; last year = 0
 - 5/6 Boys = 5 (combined with Harwich); last year = 15
- Kindergarten and Grade 1 & 2 basketball also began.
 - Our enrollment numbers are K= 21, Grade 1 & 2 = 36.
 - VS last year our enrollment numbers were K=16, Grade 1 & 2 = 36
- Programs that are currently running:
 - Get Movin' Monday
 - Youth Skating
 - Keyboarding
- Working on new programs for Spring as well as brochure.

- Working on Spring baseball (K-2) and softball (3-6) brochure.

Youth Services – Sharon Stark

PARK Program Participation

Date	# of kids
1/4	17
1/5	18
1/6	20
1/7	15
1/8	15
1/11	15
1/12	16
1/13	17
1/14	13
1/15	15
1/19	17
1/20	22
1/21	12
1/22	19
1/25	9
1/26	16
1/27	15
1/28	17
1/29	15

Middle School Yoga

1/28 12 students

Middle School Youth Council

1/6 20
1/13 17
1/20 22
1/27 15

High School Youth Council

1/27 4

7th grade dance on 1/29 had only 5 students attend. Money was given back and a video game night was had. Three high school chaperones came to help.

Adult Program Info & duties for January 2016: - Georgia Farrell:

Adult Classes: All Occasion Hand Stamped Card Class – last Tuesday of the month 6 – 9 P.M.

Adult Recreation:	Pickleball	Monday, Wednesday & Friday Morning
	Badminton	Tuesday & Thursday Morning
	Age 18+ Basketball	Tuesday evening
	Floor Hockey	Thursday evening
Adult Fitness:	Totally Fit Aerobics	Monday, Wednesday & Friday
	Yoga for All	Monday & Wednesday
	Small Group Circuit	Monday & Thursday
	Balance & Mobility	Monday
	Beginner T'ai Chi	Tuesday
	Intermediate T'ai Chi	Tuesday
	Kripalu Yoga	Tuesday
	Seated Yoga	Tuesday
	Two Level 2 Line Dancing	Tuesday
	Balance Class	Thursday
Other Offerings:	Zumba	Wednesday & Saturday
	Mah-Jongg	Wednesday Afternoons

Other Duties:

- ReCPro data entry for courses, registrations, memberships & Permission to Use Forms for rental requests
- Financial Reports/Turn-Ins and/or Vendor request for payment as needed
- Compile CCC News for monthly advertisement in The Chronicle
- BOS update to Dan for Town Manager Report
- Staff meetings with Dan & Coordinators & Dan, Coordinators & Building Staff
- PARK Afterschool supervision on Mondays & Fridays & as needed
- Meet with Fitness Instructors to obtain attendance sheets & rental payments
- Update registration in ReCPro and give attendance sheets to building staff for weekly sign-in
- Work on website
- First Aid and CPR/AED training & certification
- EEC Site Visit for PARK Program
- Park & Recreation Commissioner's meeting
- Order tickets, bus, announcement & registration form for Boston Flower & Garden Show
- Place orders with W.B. Mason, Moore Medical & Ozone Billiards

Revenue Summary for January	2015	2016
Child Care	\$1,717.00	\$2,672.00
Course	4,200.50	975.00
Facility Rental	519.50	1,908.60
Membership	3,630.00	4,200.00
Merchandise	5.00	
	\$10,072.00	\$9,755.60

Parks and Beaches:

- Removal and storage of holiday lights and decorations
- Repair of some holiday decorations
- Plowing with the Highway Department
- Repair and off season maintenance of grounds equipment
- Repair of picnic tables and benches
- Overhaul and parts replacement of Surf Rake Beach Cleaning machine
- Cleanup of debris and downed tree limbs after storm

POLICE DEPARTMENT: Submitted by Chief Mark Pawlina

Providing Excellence in law enforcement and community policing services to our citizens through dedication, fairness and professionalism

The month of January 2016, as always, starts with First Night Chatham. This first night was well attended as expected. The weather was reasonable and there were no issues associated with First Night. There were a few minor issues that were called in during the New Year's celebrations, outside of the First Night Event, most of them alcohol related medical calls and a few minor disturbances. Otherwise, the New Year celebrations were kept in check. Calls for service in general for the month of January were typical for this time of year. There were no crime trends or patterns for the month.

During the month of January the department received DNA lab results back from the state lab regarding three house break-ins that occurred one year prior. The DNA taken from the crime scene at that time, and tested at the lab, resulted in charges being brought forward to one individual for all three house break-ins. That individual is being charged accordingly and the cases are pending against him. At this time that individual is doing time in a correctional facility in Rhode Island for crimes committed there. The D.A.'s office will move forward with the case against him in Chatham. Good work by the officers responding to that scene and obtaining the necessary evidence for the state lab to match up the DNA sample.

Officers continue to be scheduled for In-Service training sessions and will continue to be scheduled into April.

The Citizen's Police Academy kicked off its first session this month. Citizens who signed up started off with an overview of the department's organization and operations. They also got an in-depth tour of the police facility.

Chatham Police Department
Dispatch Analysis

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Call Reason Breakdown

Call Reason	Self	Disp	Total	%	Avg. Arrive	Avg. Time @ Scene
ANIMAL-Bites	1	1	2	< 1	1.00	0.50
Animal-Barking Dog	0	1	1	< 1	9.00	10.00
ANIMAL-Cats	1	0	1	< 1	12.00	6.00
ANIMAL-Found Dog	1	1	2	< 1	3.00	28.00
ANIMAL-Loose/Lost Dog	1	7	8	< 1	2.71	5.31
ALARM- COMMERCIAL	2	8	10	< 1	2.20	6.50
ALARM- RESIDENTIAL	0	51	51	1.8	5.24	5.75
ANIMAL-All Other	0	4	4	< 1	5.38	5.38
ASSAULT & BATTERY	0	1	1	< 1	1.75	150.50
ASSIST CITIZEN	7	35	42	1.5	3.21	13.65
ASSIST LAW ENFORCEMENT AGENCY	2	5	7	< 1	4.30	12.57
ASSIST TOWN DEPT/ OTHER AGENCY	10	15	25	< 1	1.89	4.07
ANIMAL-Wildlife	2	2	4	< 1	0.50	8.25
BUILDING/PROPERTY CHECK	1199	1	1200	41.9	8.00	0.32
BURGLARY / B & E	0	1	1	< 1	1.50	50.50
* COMMUNITY POLICING ACTIVITY	722	0	722	25.2	0.50	2.76
Community Policing - School	76	0	76	2.7	0	7.07
DISTURBANCE	0	1	1	< 1	2.00	12.00
DISABLED MV	7	10	17	< 1	1.98	16.93
DOMESTIC DISTURBANCE	0	2	2	< 1	2.00	14.17
E911 HANG UP/ ABANDONED/ FALSE	0	12	12	< 1	4.17	3.92
FIREARM/ AMMO SURRENDER	0	2	2	< 1	5.25	22.50
FIREWORKS COMPLAINT/ VIO.	0	1	1	< 1	8.00	20.00
FOLLOW-UP	4	4	8	< 1	4.63	13.00
GAS ODOR / LEAK	1	0	1	< 1	0	14.00
HAZARDOUS SITUATION	7	10	17	< 1	3.00	18.51
INTOXICATED PERSON	0	1	1	< 1	3.00	11.50
LARCENY	0	5	5	< 1	3.30	38.85
MEDICAL EMERGENCY	2	6	8	< 1	3.50	17.48
Mental Health	2	4	6	< 1	0	0
M V CRASH - Injury	1	0	1	< 1	3.00	63.50
M V CRASH - Major prop damage	0	2	2	< 1	2.42	27.17
M V CRASH - Minor prop damage	2	3	5	< 1	4.17	13.10
M V Crash - Hit/ Run	1	4	5	< 1	2.40	8.77
* M V STOP	136	0	136	4.8	0.65	5.54
Internet Incident	0	3	3	< 1	4.67	23.00
OPEN WINDOW / DOOR	1	3	4	< 1	5.17	7.13
OPERATION COMPLAINT MV/Other	2	6	8	< 1	0.93	11.16
PARKING COMPLAINT/ VIOL.	2	2	4	< 1	4.50	7.00
ANNOYING / SUSP PHONE CALLS	0	1	1	< 1	0.50	0.00
POLICE INFORMATION	6	21	27	< 1	0.57	0.35
Power Outage	0	2	2	< 1	1.75	10.00
PROPERTY - FOUND / LOST	0	9	9	< 1	1.28	1.74
RADAR/TRAFFIC ENFORCEMENT	291	0	291	10.2	0.50	16.75
REASSURANCE CHECK	0	22	22	< 1	7.65	8.03
REPOSSESSION MV / OTHER PROP	0	1	1	< 1	2.00	34.00
SERVE RESTRAINING ORDER	0	2	2	< 1	3.88	31.50
SHOPLIFTING	0	1	1	< 1	0.75	12.38
Skateboard/ Bicycle Complaint	0	2	2	< 1	9.00	5.50
SERVE SUMMONS	0	2	2	< 1	0.50	5.00
SUSPICIOUS ACTIVITY	18	29	47	1.6	3.81	8.86
TOWN BYLAW/ CODE/ REG VIO.	0	2	2	< 1	3.00	5.75
Parking Tickets (Admin)	1	0	1	< 1	0	0
TRAFFIC CONTROL	3	3	6	< 1	4.75	12.60
TRANSPORT/ ESCORT	5	1	6	< 1	4.00	5.67
TRESPASS	0	2	2	< 1	1.67	39.67
VANDALISM	0	1	1	< 1	5.00	25.00
SERVE WARRANT	1	1	2	< 1	0.75	47.00
WATER LINE LEAK / BREAK	0	1	1	< 1	9.00	39.00
WELL BEING CHECK	0	21	21	< 1	4.62	10.44
WIRE(S) DOWN-ALL TYPES	4	4	8	< 1	5.00	24.19
TOTAL	2521	342	2863	100	3.36	4.63

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Crime Comparison Report For the period ending 01/31/2016

Group A Crimes Against Persons														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Kidnaping/ Abduction	2016													
	2015	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Aggravated Assault	2016													
	2015	2												2
	Net	-2	0	0	0	0	0	0	0	0	0	0	0	-2
Simple Assault	2016	1												1
	2015	3												3
	Net	-2	0	0	0	0	0	0	0	0	0	0	0	-2
Intimidation	2016													
	2015	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Total Crimes Against Persons	2016	1												1
	2015	7												7
	Net	-6	0	0	0	0	0	0	0	0	0	0	0	-6

Group A Crimes Against Property														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Burglary/ Breaking and Entering	2016	2												2
	2015	1												1
	Net	1	0	0	0	0	0	0	0	0	0	0	0	1
Larceny (all other)	2016	5												5
	2015	2												2
	Net	3	0	0	0	0	0	0	0	0	0	0	0	3
Counterfeit/ Forgery	2016	1												1
	2015	1												1
	Net	0	0	0	0	0	0	0	0	0	0	0	0	0
Fraud (false pretense;swindle)	2016													
	2015	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Destruction of Property/Vandalism	2016	1												1
	2015	1												1
	Net	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Crimes Against Property	2016	9												9
	2015	6												6
	Net	3	0	0	0	0	0	0	0	0	0	0	0	3

Group A Crimes Against Society														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Drug/ Narcotic Violations	2016													
	2015	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Weapon Law Violations	2016													
	2015	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Total Crimes Against Society	2016													
	2015	2												2
	Net	-2	0	0	0	0	0	0	0	0	0	0	0	-2

Group B Crimes														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2016	1												1
	2015													
	Net	1	0	0	0	0	0	0	0	0	0	0	0	1
Driving under Influence	2016	1												1
	2015	3												3
	Net	-2	0	0	0	0	0	0	0	0	0	0	0	-2
Trespass of Real Property	2016	1												1
	2015	2												2
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
All Other Offenses	2016	1												1
	2015	2												2
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Total Group B Crimes	2016	4												4
	2015	7												7
	Net	-3	0	0	0	0	0	0	0	0	0	0	0	-3

PRINCIPAL PROJECTS AND OPERATIONS: Submitted by Terry Whalen

PRINCIPAL PROJECTS

Department Project Activity - There was activity during the month of January 2016 on these Department projects:

- West Chatham Roadway Design Project – Staff involvement on this project in January continued to focus primarily on follow up items related to internal review of the 75% design plans. Hardcopies of the 75% plans/materials submitted to MassDOT are available for review at Town Hall and DPW. MassDOT held an internal 75% design project plan resolution meeting in late December. The designer is continuing to work on getting to a 100% design by resolving final MassDOT District 5 items identified. Notice of the National Environmental Policy Act (NEPA) finding that the project does not result in significant environmental impact was issued on January 19th commencing a thirty day public comment period.

- New Fire Station Headquarters Building - Interior finishes, painting and installation of operational equipment dominated activities in the month of January. Overhead rolling doors for the apparatus bays were also installed in January with the front bi-fold doors to be installed in February. Setting of interior lighting and suspended ceilings was also initiated in January. Weekly on-site construction meetings led by the OPM continue as part of the project's oversight. One Committee meeting was held in January as well. With major utility connections (water, sewer and electric) completed preliminary activation of building systems are targeted for February with staff operational training to follow. Generally favorable weather conditions continued through the month keeping utility work on track. The project still remains on budget and on schedule for summer 2016 occupancy.
- Airport Commission – The first month of the New Year continued to be an active month for the Commission with a two hour regular business meeting on January 4th, capital presentation to the Finance Committee on the 7th, an airport site visit by the Finance Committee on the 14th and a hearing at Barnstable County Superior Court related to litigation filed by the "Citizens for a Safe Chatham Airport" group on the 21st. Moving into February and March the extension of Airport Management Services Agreement will continue to be a key topic of discussion as it expires at the end of 2016. With the continuance of Superior Court legal proceedings until March 17th public discussion reviewing the two proposals received for the Skydiving RFP will not occur until the April meeting at the earliest. In February the capital projects request developed by the Commission last fall will be presented to the Board of Selectmen for consideration of placing a stand-alone capital article on the Warrant for the May 2016 Annual Town Meeting.

Inter-Departmental Projects/Other Support - Staff was also involved in other town-wide projects in the month of January 2016 as follows:

- Attended January 6, 2015 Energy Committee meeting
- Participated in a staff site walk reviewing the Town Hall parking lot and Information Booth area.
- Coordination of Annual Report filings for Airport Commission and Energy Committee.

OPERATIONS - Department activities related to Operations in January 2016 included:

- Participated in interviews for the Lead Custodian position
- Filed Departmental 2015 annual reports
- Attended Finance Committee to present Airport Capital needs

FACILITIES DEPARTMENT: Submitted by Chip Whalen

To deliver thorough and timely service to citizens and staff in a courteous and professional manner. To maintain buildings in a clean, safe condition at all times.

In addition to daily routine duties (building rounds, general monitoring, preventative maintenance inspections and responses) and the first winter storm response of the season the Facilities Crew also worked on the following specific items in January:

- Responded to heating malfunction at the Transfer Station Vehicle Garage
- Assisted the Library in the removal of outside book drop
- Repaired lock at the Transfer Station Gate House
- Oversaw installation of new sump pump at Town Hall
- Coordinated responses with HVAC contractor to heating issues at DPW, WPCF, Station #2 and the Police Station
- Oversaw seasonal rest room closures for Kate Gould and Stage Harbor Parking Lot Rest Rooms
- Contacted vendor to make repairs to handicap door at the COA

DEPARTMENT OF PUBLIC WORKS: Submitted by Thomas Temple

Our focused effort is to provide rapid and friendly service responses that are inviting, helpful, and courteous to all who contact any employee of the DPW.

January Water Pumpage:

Monthly Total	Maximum Day	Minimum Day	Average Day	Estimated Other Use	Previous Month
19,169,000 Gallons	806,000 Gallons	448,800 Gallons	618,35 Gallons	483,877 Gallons	18,940,700 Gallons

The variance between January 2016 and January 2015's pumpage shows a decrease of 4.1%, which equates to 818,000 gallons.

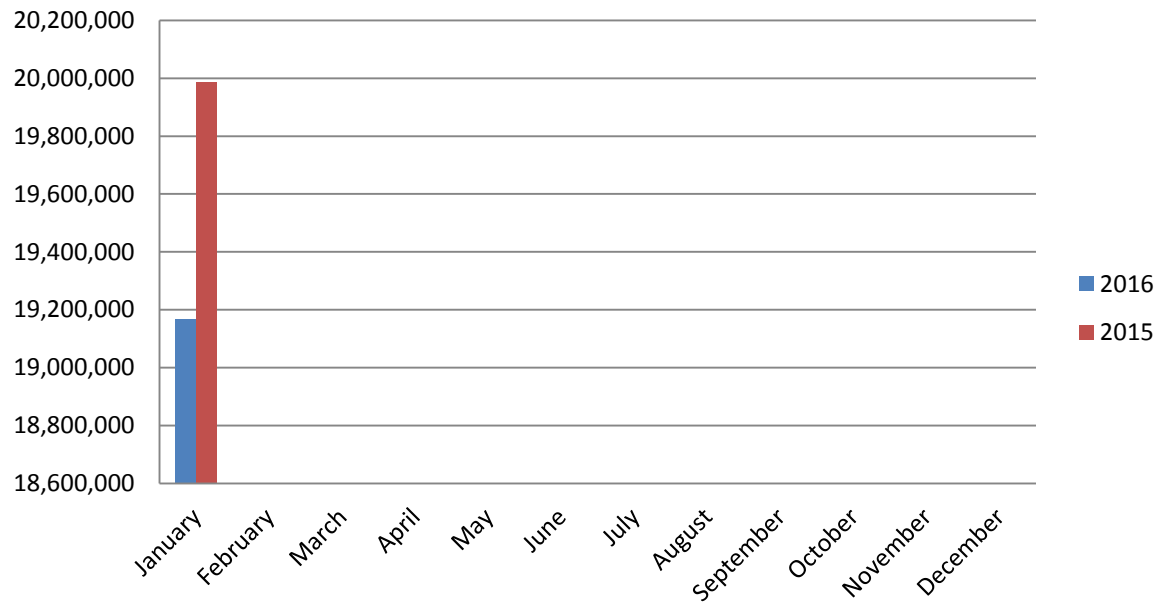
Process Control	Flushing and Blowoffs	Municipal Usage	Chatham Fire Dept.	New Mains	Fire Flow Tests
292,137 Gallons	115,715 Gallons	21,275 Gallons	51,750 Gallons	0 Gallons	0 Gallons

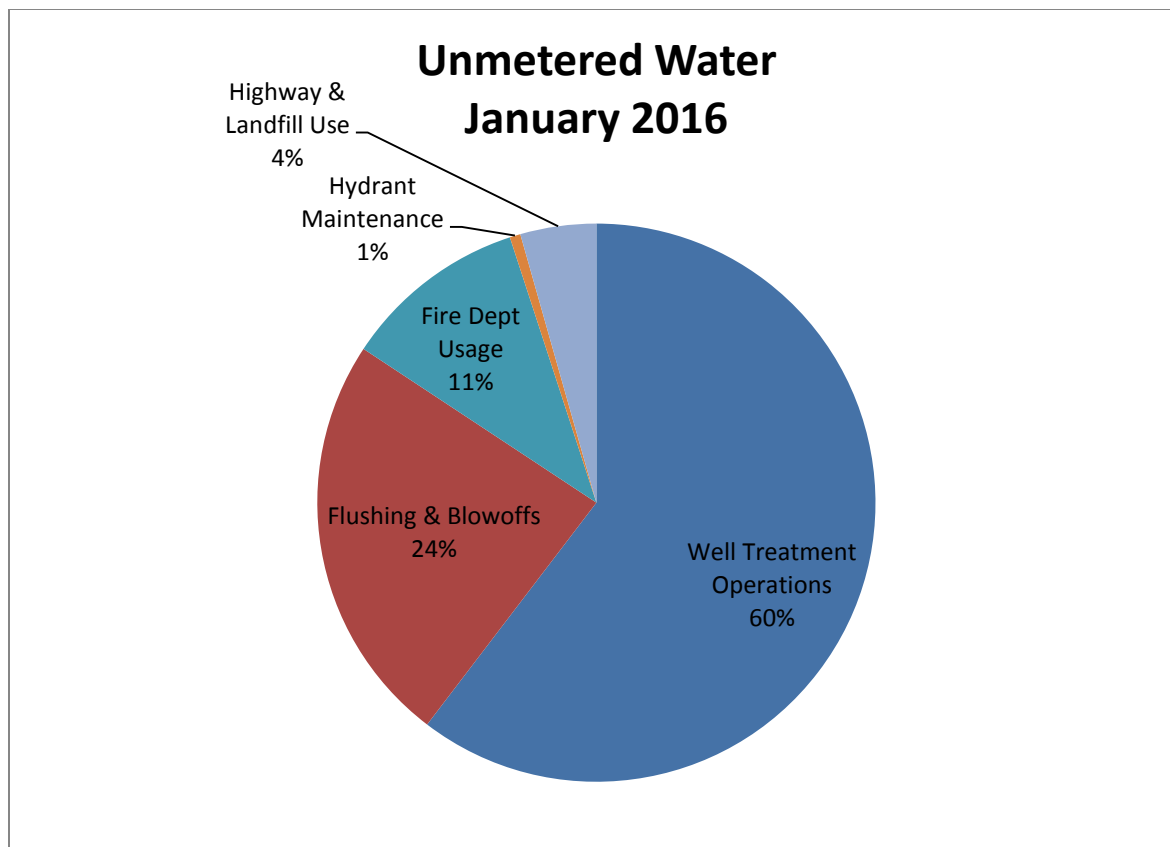
Total other uses 483,877 gallons.

Water Sampling

- 10 bacteria samples were taken for the month of January and the results reported to DEP. All were free of bacteria. We continued informational only testing of all wells and distribution sites and all were free of bacteria.

Monthly Pumping Year To Date 2016 vs 2015





Water Pollution Control Facilities

Main Facility

- Daily, weekly and monthly laboratory testing was performed.
- Bi-weekly and monthly samples were collected and sent to Rhode Island Analytical Laboratory for analysis.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- All portable emergency pumps, generators, blowers and compressors have been tested and exercised.
- All off-line equipment has been exercised.
- On January 6, 2016, Valley communication was on site to install the remaining two cameras in the sludge dewatering building.
- On January 7, 2016, we received 2,007 gallons of Sodium Hydroxide from Univar.
- On January 7, 2016, we received a low coolant alarm from Generator 1. A leaking block heater was the cause. Milton CAT was called to make the necessary repairs.
- On January 8, 2016, Milton CAT was on site to repair the leaking block heater hose. This was repaired, however the technician found that the engine fuel pressure was running very high. Milton CAT will be back next week to make the necessary repairs.
- On January 8, 2016, Master Electrician Dan Welch was on site to repair a faulty and arcing GFI outlet in the generator housing.

- On January 11, 2016, a representative of Milton Cat was onsite to repair generator # 1.
- On January 12, 2016, representatives of MAC were onsite to replace all boiler ignitors throughout the WPCF.
- On January 12, 2016, plant personnel prepped denite filters # 1 & # 4.
- On January 13, 2016, Weston and Sampson Corporate Health & Safety Director David Wright provided CPR & First Aid training to all staff.
- On January 13, 2016, an annual vehicle inspection was performed on all four (4) sewer vehicles (S-1, S-2, S-3 & JD Tractor).
- On January 14, 2016 A representative from Bimba Pneumatics, Eric Skochko was here to review issues with our new UV wiper cylinders.
- On January 15, 2016, a representative from East Coast Fire & Ventilation was on site to perform the annual fire extinguisher inspections throughout the WPCF.
- On January 19, 2016, representatives from MAC were on site to troubleshoot boiler # 2 located in the Sludge Processing building as well as, boiler # 2 located in the Influent Building.
- On January 19, 2016 through January 23, 2016, representatives from GHD were on site to continue to modify the existing SCADA system as well as, to incorporate the Oyster Pond Furlong pumping station into the SCADA system.
- On January 20, 2016, a representative from WALCO was on site to perform the annual testing/inspection of both the facility's and Stage Harbor pumping station's hoists.
- On January 20, 2016, representatives from MAC were on site to continue to work on boiler # 2 located in the Influent Building.
- On January 21, 2016, a representative from HACH was on sight to perform the quarterly calibration of all inline HACH monitoring equipment/electronics.
- On January 27, 2016, representatives from MAC were on site to complete the repair of the Sludge Processing Building's boiler # 2.
- On January 27, 2016, a representative from Ingersoll Rand was on site to repair air compressor # 2 located in the Electrical Building.

Sludge Dewatering Building

- Performed sludge dewatering on January 5th, 11th and 19th.
- We disposed of the sludge cake at the Yarmouth W.W.T.F.

Stage Harbor Road Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- We performed weekly exercising of the emergency generator.
- On January 14, 2016, we received two (2) surge relief valves for the 1969 & 2011 force mains from Singer.

Queen Anne Pumping Station

- Daily inspections and checks of the station were performed.

- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- We performed weekly exercising of the emergency generator.

Mill Pond Ejector Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- On January 20, 2016, Master Electrician Dan Welch was on site to work on the starter capacitor for pump 2 that was indicating a fault.
- On January 22, 2016, Master Electrician Dan Welch was on site to complete repair work on the pump 2 starter capacitor.

C.H.O.P.S. Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- On January 5, 2016, Master Electrician Dan Welch replaced and relocated the emergency generator receptacle.

Huckleberry Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

George Ryder Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.
- On January 12, 2016, plant personnel replaced a faulty air compressor for the liquid level bubbler system.

Lime Hill Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

Meadowview Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

Horseshoe Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

Barnhill Pumping Station

- Daily inspections and checks of the station were performed.
- Daily, weekly and monthly O&M requirements were met and completed utilizing computerized maintenance program work orders.

Oyster Pond Furlong Pumping Station

- The pumping station is operational however there have been no connections made to it so the station remains idle.

Collection System & Force mains

- Grease trap inspections for the month of January were completed on the 19th.
- On January 5, 2016, a sewer division representative witnessed the abandonment of the septic tanks at # 2224 Main Street.
- On January 6, 2016, a sewer installation inspection occurred located at # 1409 Main Street. Bortolotti is the contractor.
- On January 6, 2016, a sewer installation inspection occurred located at #5 Katie Ford. Borthwick and Summers is the contractor.
- On January 6, 2016, we responded to a ringing manhole cover complaint at Main Street and Lorenzo Buck.
- On January 7, 2016, a sewer installation inspection occurred located at #12 Katie Ford. R.B. Our is the contractor.
- On January 7, 2016, another sewer installation inspection occurred located at # 1409 Main Street. Bortolotti is the contractor.
- On January 7, 2016, another sewer installation inspection occurred located at #5 Katie Ford. Borthwick and Summers is the contractor.
- On January 13, 2016, plant personnel performed a partial sewer installation inspection located at # 23 Hardings Lane. TW Nickerson was the contractor.
- On January 13, 2016, plant personnel performed a partial sewer installation inspection located at # 1935 Main Street. JW Dubis was the contractor.
- On January 14, 2016, plant personnel performed a partial sewer installation inspection located at # 23 Hardings Lane. Due to an issue with the sewer stub elevation, the homeowner has stopped the installation. Unfortunately, the contractor has already abandoned the existing septic system. The Board of Health has stated that the house cannot be occupied until the sewer service is connected to the Town's sewer. Fortunately, this particular home is a second home. TW Nickerson was the contractor.
- On January 14, 2016, plant personnel performed another partial sewer installation inspection located at # 1935 Main Street. JW Dubis was the contractor.
- On January 18, 2016, plant personnel performed an initial sewer installation inspection

located at # 63 George Ryder Road. Speakman was the contractor.

- On January 19, 2016, plant personnel performed a final sewer installation inspection located at # 63 George Ryder Road. Speakman was the contractor.
- On January 25, 2016, plant personnel performed a partial sewer installation inspection located at # 26 Cross Street. Hambelton was the contractor.
- On January 26, 2016, plant personnel performed a final sewer installation inspection located at # 26 Cross Street. Hambelton was the contractor.
- On January 27, 2016, we received verification from the Owner that the grease trap located at the Old Harbor Bakery was repaired. Robert B Our Company was the contractor.
- On January 29, 2016, plant personnel performed a sewer installation inspection located at # 36 Jessie's Landing. Barrows was the contractor.

CHATHAM WATER POLLUTION CONTROL FACILITY MONTHLY REPORT January 2016

INFLUENT

<i>Total Combined Effluent for the month</i>	4,186,282	Gallons
<i>Total Septage received for the month</i>	40,146	Gallons
<i>Total Grease received for the month</i>	6,467	Gallons

LOADING*

<i>Pounds of BOD received per day</i>	135
<i>Pounds of BOD removed per day</i>	131
<i>Pounds of TSS received per day</i>	292
<i>Pounds of TSS removed per day</i>	289

FINAL EFFLUENT QUALITY*

<i>Total Suspended Solids</i>	2.4	Permit 10 mg/l	98.5%	Removal
<i>Biochemical Oxygen Demand</i>	3.7	Permit 30 mg/l	97.5%	Removal
<i>Nitrate Nitrogen</i>	1.5	Permit 10 mg/l		
<i>Total Nitrogen</i>	2.1	Permit 10 mg/l		

* These numbers are monthly averages
BRL = Below Reporting Limit

Transfer Station

Recycling/Diversion

Recycling/Diversion shipments out of the Town of Chatham Transfer Station were variable in January 2016 as compared to December 2015 and January 2015. The monthly comparisons are detailed below:

<u>January 2016</u>	<u>December 2015</u>	<u>Difference</u>
---------------------	----------------------	-------------------

150.36 tons	217.84 tons	31% Decrease
-------------	-------------	--------------

<u>January 2016</u>	<u>January 2015</u>	<u>Difference</u>
150.36 tons	130.66 tons	15% Increase

The amounts shipped out in January 2016 experienced a 31% decrease as compared to December 2015. Primary reason for this decrease was there were decreases in brush, cardboard and mixed paper.

The amounts shipped out in January 2016 experienced a 15% increase as compared to January 2015. Increases in the amount of mixed paper, metal and demolition debris were responsible for the increase.

Trash

Tonnage delivered to SEMASS in Rochester, Massachusetts was variable when compared with December 2015 and January 2015. The monthly comparisons are detailed below:

<u>January 2016</u>	<u>December 2015</u>	<u>Difference</u>
250.37 tons	453.47 tons*	45% Decrease

<u>January 2016</u>	<u>January 2015</u>	<u>Difference</u>	
250.37 tons	287.54 tons	13% Increase	*Estimation

Trash Delivered by Town of Chatham Employees

The amount of trash delivered by Town of Chatham was lower when compared with December 2015 and January 2015. The monthly comparisons are detailed below:

<u>January 2016</u>	<u>December 2015</u>	<u>Difference</u>
2.10 tons	3.16 tons	34% Decrease

<u>January 2016</u>	<u>January 2015</u>	<u>Difference</u>
2.10 tons	2.48 tons	15% Decrease

Operations

Tucker Dutcher began as the new Senior Laborer for the Department of Public Works on Monday, January 11, 2016. He is a shared employee between the Highway Department, the Transfer Station, Parks and Recreation, and Facilities Management. He will provide trash and recycling collection along with general facilities assistance to the Transfer Station.

The new front end loader was put out for bid in State of Massachusetts purchasing system in mid-January. Bids were due in on Monday, February 1, 2016.

The proposed FY 2017 Transfer Station budget was finalized. It proposes a small 1.86% increase in overall General Fund spending. It was considered by both the Board of Selectman and the Finance Committee in early February.

Transfer Station Monthly Recycling Report

COMMODITY	TONNAGE		TONNAGE		HAULER	%CHANGE	YEAR TO DATE
	Jan-15		Jan-16				
TIN	0	T	0	T		0%	0
ANTIFREEZE	0	GAL	0	GAL		0%	0
OIL FITERS	0	PCS	0	PCS		0%	0
BATTERIES	0	PCS	0	PCS		0%	0
PAINT	0	GAL	0	GAL		0%	0
TIRES	48	PCS	0	PCS		0%	48
WASTE OIL	0	GAL	0	GAL		0%	0
CLEAR GLASS	0	T	0	T		0%	0
MIXED GLASS	0	T	0	T		0%	0
#1-7 MIXED PLASTIC	4.18	T	5.03	T		20%	4.18
CARDBOARD	21.08	T	17.81	T		-16%	21.08
MIXED PAPER	16.65	T	18.28	T		10%	16.65
RIGID PLASTIC	0	T	0	T		0%	0
TEXTILES	1.52	T	0.6	T		-96%	1.52
METAL PILE	13.27	T	19.95	T		50%	13.27
WHITE GOODS	0	T	0	T		0%	0
PROPANE TANKS	0	PCS	0	PCS		0%	0
GOT BOOKS	0	T	0	T		0%	0
RED CROSS	1.04	T	1.8	T		70%	1.04
SALVATION ARMY	0.49	T	1.03	T		110%	0.49
PLANET AID	0.44	T	0.67	T		52%	0.44
DEMOLITION	49.8	T	55.58	T		12%	49.8
CHAMP HOMES	1.66	T	1.37	T		-17%	1.66
COMPOST	0	Y	0	Y		0%	0
WOODCHIPS	0	Y	0	Y		0%	0
BRUSH	2.98	T	4.32	T		45%	2.98
BOY SCOUTS	0.11	T	0.41	T		273%	0.11
C R T'S	0	T	4.09	T			0
NI CAD BATTERIES	1	BOXES	0	BOX		-100%	1
SINGLE STREAM	8.24	T	16.2	T		97%	8.24
WATTS FARM	0.72	T	0.6	T		-17%	0.72
FLAGS	20	PCS	0	PCS		-100%	20
SEAMASS	287.54	T	412.81	T			287.54
SEAMASS LOADS	14	LOADS	16	LOADS			14
ROLL OFF	16	LOADS	17	LOADS			16
CHRIS DAVIS	0.46	T	1.12	T		144%	0.46
BIG HEARTED BOOKS	0.08	T	0.58	T		625%	0.08

DISCOVER BOOKS	2.38	T	0.92	T	-61%	2.38
GILL NETS	5.56	T	0	T	-100%	5.56

TOWN CLERK: Submitted by Julie Smith

Neutrality - Impartiality - Trust: The Town Clerk's Office upholds the integrity of the town's democratic process by ensuring the town voters can rely upon impartiality and neutrality at our town meetings and elections. We strive for a well-informed public by maintaining and preserving the official town records consistent with the Town Charter, local, state, and federal laws, by providing equal and professional service to all.

ONLINE/CREDIT CARD PAYMENTS:

In January 2014 the Town Clerk's Office began offering an online payment option for requests of birth, death and marriage certificates and dog and cat license renewals. The link can be found at the Town Clerk's webpage and on the home page (under the Online Payments link).

ONLINE CREDIT CARD REQUESTS	JANUARY 2016	JANUARY 2015	2016 YEAR TO DATE
BIRTH CERTIFICATE	0	1	0
MARRIAGE CERTIFICATE	3	16	3
DEATH CERTIFICATE	3	2	3
DOG LICENSE RENEWAL	1	9	1
CAT LICENSE RENEWAL	0	1	0

VITAL RECORDS:

The following number of Vital Records were recorded:

VITAL RECORDS REGISTERED	JANUARY 2016	JANUARY 2015	2016 YEAR TO DATE
BIRTHS	1	1	1
INTENTIONS OF MARRIAGE	0	2	0
MARRIAGES	0	3	0
DEATHS	11	18	11

VOTER REGISTRATION:

The Town Clerk's Office processed the following number of new voter registration forms and removed the following number of voters due to death or change of residence:

VOTER REGISTRATION	JANUARY 2016	JANUARY 2015	2016 YEAR TO DATE
NEW VOTER REGISTRATIONS	39	13	39
REMOVED VOTERS	48	43	48
TOTAL NUMBER OF REGISTERED VOTERS	5,301	5,311	5,301
TOTAL NUMBER OF RESIDENTS	5,949	5,975	5,949

CASH RECEIPTS:

The total amount collected and submitted to the Treasurer's Office for the month of January was \$2,726.00.

CASH RECEIPTS	JANUARY 2016	JANUARY 2015	2016 YEAR TO DATE
	\$2,726.00	\$2,946.00	\$2,726.00



Cape Light Compact
P.O. Box 427, Barnstable, MA 02630
1.800.797.6699 | Fax: 508.362.4136 | capelightcompact.org

January 20, 2016

Ms. Jill R. Goldsmith
Town Manager
549 Main Street
Chatham, MA 02633

Dear Ms. Goldsmith,

Attached for your information and dissemination to your Board of Selectmen/Town Council is the Cape Light Compact's monthly Energy Efficiency Report. The Report reflects the program activity for all of Cape Cod & Martha's Vineyard and breaks out the detail on a town-by-town basis.

Below is a summary of the activity in your town for the October, 2015. To view each of your monthly reports, please visit our website at www.capelightcompact.org and click on Reports.

- 68 residents and/or businesses in Chatham participated in the program.
- \$62,039.91 in incentive dollars were distributed to the 68 participants.
- 62,245 kWh were saved through implementation of these energy efficiency measures.
- Through October, 2015 your town has spent 78.9% of its town allocated annual budget.

If you have any questions on the attached report, please contact me at (508) 375-6636.

Sincerely,

Margaret T. Downey
Administrator

Enclosure

cc: Peter Cocolis

Working Together Toward A Smarter Energy Future

Aquinnah | Barnstable | Barnstable County | Bourne | Brewster | Chatham | Chilmark | Dennis | Dukes County | Eastham | Edgartown | Falmouth
Harwich | Mashpee | Oak Bluffs | Orleans | Provincetown | Sandwich | Tisbury | Truro | Wellfleet | West Tisbury | Yarmouth

Energy Efficiency Program Activity by Town

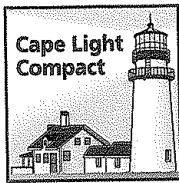
<http://www.capelightscompact.org/TownReports.htm>

Town Name: Chatham
Program Period: 2015
Current Dates: 10/01/15 - 10/31/15
Cumulative Dates: 01/01/15 - 10/31/15

Program	Current Period			Cumulative for Reporting Period				Actual % of Budget
	Annual kWh Savings	Actual Expenditures	Unique Customer Accounts	Annual kWh Savings	Actual Expenditures	Unique Customer Accounts	Budget	
Low-Income New Construction	0	0.00	0	0	0.00	0	0.00	0.0%
Low-Income Single-Family	816	352.32	1	12,075	26,392.32	9	111,334.14	23.7%
Low-Income Multi-Family	0	0.00	0	41,719	28,368.30	49	0.00	0.0%
LI Subtotal	816	352.32	1	53,793	54,760.62	58	111,334.14	
LI % of Total	1.3%	0.6%	1.5%	3.6%	6.5%	11.0%	12.3%	
Residential New Construction	4,455	3,168.29	1	59,230	12,298.16	3	0.00	0.0%
Residential Multi-Family Retrofit	10,765	5,877.07	6	42,491	25,096.96	12	0.00	0.0%
Res Home Energy	39,992	48,242.31	30	302,503	396,878.26	218	367,159.87	108.1%
Energy Star HVAC	2,630	3,600.00	7	49,993	33,400.00	82	0.00	0.0%
Energy Star Lighting	0	0.00	0	119,800	16,725.60	7	0.00	0.0%
Energy Star Appliance	3,326	779.92	22	29,974	8,989.84	88	0.00	0.0%
Res Subtotal	61,168	61,667.59	66	603,991	483,398.82	410	367,159.87	
Res % of Total	98.3%	98.4%	97.1%	40.1%	58.8%	77.7%	40.6%	
C&I New Construction	0	0.00	0	3,249	1,755.00	2	25,920.71	6.8%
C&I Govt New Construction	0	0.00	0	0	41.25	1	36,849.05	0.1%
C&I Large Retrofit	0	0.00	0	0	0.00	0	44,760.14	0.0%
C&I Govt Large	0	0.00	0	0	0.00	0	73,019.34	0.0%
C&I Small Retrofit	0	0.00	0	340,870	232,221.35	55	99,831.08	232.6%
C&I Govt Small	0	0.00	0	392,545	44,325.98	1	73,886.32	60.0%
C&I Products & Services	262	20.00	1	110,585	12,080.00	1	71,468.76	16.9%
C&I Subtotal	262	20.00	1	847,249	290,423.58	60	425,735.40	
C&I % of Total	0.4%	0.0%	1.5%	56.3%	34.6%	11.4%	47.1%	
Report Total	62,245	62,039.91	68	1,505,033	838,583.02	528	904,229.41	
Budget Comparison					713,694.16		904,229.41	78.9%

*Costs only include Customer Incentives, Sales, Technical Assistance and Training. **All information presented is preliminary and subject to change. ***Not all program budgets are allocated by town.

dwr_eas7_results_by_town <infosys> 03/28/11



Cape Light Compact
P.O. Box 427, Barnstable, MA 02630
1.800.797.6699 | Fax: 508.362.4136 | capelightcompact.org

NO. Report

FEB 01 2016

January 26, 2016

Ms. Jill R. Goldsmith
Town Manager
549 Main Street
Chatham, MA 02633

Dear Ms. Goldsmith,

Attached for your information and dissemination to your Board of Selectmen/Town Council is the Cape Light Compact's monthly Energy Efficiency Report. The Report reflects the program activity for all of Cape Cod & Martha's Vineyard and breaks out the detail on a town-by-town basis.

Below is a summary of the activity in your town for the November, 2015. To view each of your monthly reports, please visit our website at www.capelightcompact.org and click on Reports.

- 54 residents and/or businesses in Chatham participated in the program.
- \$56,083.31 in incentive dollars were distributed to the 54 participants.
- 64,237 kWh were saved through implementation of these energy efficiency measures.
- Through November, 2015 your town has spent 84.5% of its town allocated annual budget.

If you have any questions on the attached report, please contact me at (508) 375-6636.

Sincerely,

Margaret T. Downey
Administrator

Enclosure

cc: Peter Cocolis

Working Together Toward A Smarter Energy Future

Aquinnah | Barnstable | Barnstable County | Bourne | Brewster | Chatham | Chilmark | Dennis | Dukes County | Eastham | Edgartown | Falmouth
Harwich | Mashpee | Oak Bluffs | Orleans | Provincetown | Sandwich | Tisbury | Truro | Wellfleet | West Tisbury | Yarmouth

Energy Efficiency Program Activity by Town

<http://www.capelightcompact.org/TownReports.htm>

Town Name: Chatham
Program Period: 2015
Current Dates: 11/01/15 - 11/30/15
Cumulative Dates: 01/01/15 - 11/30/15

Program	Current Period			Cumulative for Reporting Period			Actual % of Budget
	Annual kWh Savings	Actual Expenditures	Unique Customer Accounts	Annual kWh Savings	Actual Expenditures	Unique Customer Accounts	
Low-Income New Construction	0	0.00	0	0	0.00	0	0.0%
Low-Income Single-Family	1,151	5,033.26	2	13,226	31,425.58	10	28.2%
Low-Income Multi-Family	1,834	852.82	1	43,553	29,221.12	50	0.0%
LI Subtotal	2,985	5,886.08	3	56,779	60,646.70	60	
LI % of Total	4.6%	10.5%	5.6%	3.6%	6.8%	10.6%	12.3%
Residential New Construction	0	0.00	0	59,230	12,298.16	3	0.0%
Residential Multi-Family Retrofit	0	0.00	0	42,491	25,096.96	12	0.0%
Res Home Energy	40,707	42,647.23	35	343,211	439,525.49	238	119.7%
Energy Star HVAC	2,609	3,720.00	5	52,602	37,120.00	87	0.0%
Energy Star Lighting	971	270.00	1	120,770	16,995.60	8	0.0%
Energy Star Appliances	7,330	1,160.00	9	37,304	10,159.84	95	0.0%
Res Subtotal	51,617	47,737.23	50	655,508	541,196.05	443	
Res % of Total	80.4%	85.2%	92.6%	41.8%	60.5%	78.5%	40.6%
C&I New Construction	0	0.00	0	3,249	1,755.00	2	6.8%
C&I Govt New Construction	0	0.00	0	0	41.25	1	0.1%
C&I Large Retrofit	0	0.00	0	0	0.00	0	0.0%
C&I Govt Large	0	0.00	0	0	0.00	0	0.0%
C&I Small Retrofit	0	0.00	0	340,870	232,221.35	55	232.6%
C&I Govt Small	0	0.00	0	392,545	44,325.98	1	60.0%
C&I Products & Services	9,635	2,400.00	1	120,220	14,480.00	2	20.3%
C&I Subtotal	9,635	2,400.00	1	856,584	292,823.56	61	
C&I % of Total	15.0%	4.3%	1.9%	54.6%	32.7%	10.8%	47.1%
Report Total	64,237	56,083.31	54	1,569,270	894,666.33	564	
Budget Comparison					763,774.65		84.5%

dwr_eas7_results_by_town <infosys> 03/28/11

*Costs only include Customer Incentives, Sales, Technical Assistance and Training. **All information presented is preliminary and subject to change. ***Not all program budgets are allocated by town.

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Should you have any questions regarding the forgoing, please contact Jill Goldsmith, Town Manager at 508.945.5105 or jgoldsmith@chatham-ma.gov. Please visit the Town's website for more up to date information – www.chatham-ma.gov